Course Syllabus
MIS 6320 – BUAN 6320 – ACCT 6320 – OPRE 6393

Naveen Jindal School of Management
The University of Texas at Dallas

Course Information

Course Number	MIS 6320 – BUAN 6320 – ACCT 6320 – OPRE 6393
Section Number	0W1
Course Title	Database Foundations
Term	Summer 2017

Professor Contact Information

Professor	Huseyin Cavusoglu
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Office Location	JSOM 3.418
Online Office Hours	N/A
Teaching Assistant (TA)	TBA
TA Email Address	TBA

Course Pre-requisites, Co-requisites, and/or Other Restrictions

This course may not be used to fulfill degree requirements in MS Information Technology and Management. Credits cannot be received for both courses, MIS 6320 and MIS 6326.

Course Description

This course is designed to provide database knowledge for non-MIS business students to function effectively in their functional area. The course introduces the basic concepts of relational databases. The emphasis is on relational database structure and the use of relational databases for query retrievals and report generation. Structured Query Language (SQL) will be covered extensively. Applications of databases for accounting, marketing, and other areas of business will also be discussed.

Other topics covered include entity-relationship data model, data planning, data administration, SQL, relational theories, database development project.

Student Learning Objectives/Outcomes

- Creating a conceptual data model when requirements are provided
- Converting a conceptual data model into a physical relational database structure
- Writing SQL statements using Oracle or other similar relational database platform
- Designing and creating a database using Oracle or other similar relational database platform

Suggested Textbooks

- *Modern Database Management* (Eleventh Edition) by J. A. Hoffer, R. Venkataraman, and H. Topi, Pearson Education, 2013, ISBN-10: 0132662256 • ISBN-13: 9780132662253.
- *Essentials of Database Management* (First Edition) by J. A. Hoffer, H. Topi, and R. Venkataraman, Pearson Education, 2013, ISBN-10: 0133405680 • ISBN-13: 0000133405680.

These textbooks are suggested textbooks. Students are not required to buy any textbook. Students will be responsible from lectures notes in exams.

Both textbooks are the same in terms of the chapters we will cover in class. The first book is more comprehensive and includes chapters on more advanced database topics. You can choose to buy either textbook.

Textbooks can be ordered online through Off-Campus Books http://www.offcampusbooks.com or the UT Dallas Bookstore http://www.bkstr.com/texasatdallasstore/home. They are also available in stock at both bookstores.

Software Tools
Oracle Application Express (APEX) – a web-based application development environment that runs on an Oracle database. We will use the SQL Workshop tool to create databases and to run queries against databases. You will get your free workspace without any download or installation. You can access it at https://apex.oracle.com/en/. Please review the Oracle Application Express tutorial to familiarize yourself with this tool and its features.

Technical Requirements
In addition to a confident level of computer and Internet literacy, certain minimum technical requirements must be met to enable a successful learning experience. Please review the important technical requirements http://www.utdallas.edu/elearning/students/getting-started.html#techreqs on the Getting Started with eLearning webpage http://www.utdallas.edu/elearning/students/getting-started.html.

Course Access and Navigation
The course can be accessed using the UT Dallas NetID account at: https://elearning.utdallas.edu. Please see the course access and navigation http://www.utdallas.edu/elearning/students/getting-started.html#courseaccessandnav section of the site for more information.

To become familiar with the eLearning tool, please see the Student eLearning Tutorials http://www.utdallas.edu/elearning/students/eLearningTutorialsStudents.html.
UT Dallas provides eLearning technical support 24 hours a day/7 days a week. The eLearning Support Center http://www.utdallas.edu/elearninghelp services include a toll free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service.

Communication
This course utilizes online tools for interaction and communication. Some external communication tools such as regular email and a web conferencing tool may also be used during the semester. For more details, please visit the eLearning Tutorials webpage http://www.utdallas.edu/elearning/students/eLearningTutorialsStudents.html for video demonstrations on eLearning tools.

Student emails and discussion board messages will be answered within 3 working days under normal circumstances.

Distance Learning Student Resources
Online students have access to resources including the McDermott Library, Academic Advising, The Office of Student AccessAbility, and many others. Please see the eLearning Current Students page http://www.utdallas.edu/elearning/students/cstudents.htm for details.

Server Unavailability or Other Technical Difficulties
The University is committed to providing a reliable learning management system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty that prevents students from completing a time sensitive assessment activity, the instructor will provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the online eLearning Help Desk http://www.utdallas.edu/elearninghelp. The instructor and the eLearning Help Desk will work with the student to resolve any issues at the earliest possible time.

Assignments & Academic Calendar
The most up-to-date version of the academic calendar and the course outline given below will be posted as a separate file on eLearning. You should use the following until the first change is made.

WEEK/ DATES	TOPIC/LECTURE	READING	ASSESSMENT / ACTIVITY	DUE DATE
1 May 30- June 4	Unit 1: The Database Environment and Development Process	Chapter 1 & Lecture Notes	Course Orientation: Syllabus	
2 June 5- June 11	Unit 2: Modeling Data in the Organization	Chapter 2 & Lecture Notes		Assignment 0 June 11, 11:59 pm
3 June 12- June 18	Unit 3: The Enhanced Entity-Relationship Model	Chapter 3 & Lecture Notes	Practice Session 1: Conceptual Data Modeling	
4 June 19- June 25	EXAM 1 (Available between June 21, 2017 and June 24, 2017)	Chapters 1, 2, 3 & Lecture Notes for Units 1, 2, 3, & Practice Session 1		Assignment 1 June 25, 11:59 pm
5 June 26- July 2	Unit 4: Logical Database Design and the Relational Model	Chapter 4 & Lecture Notes		

6 July 3- July 9	Unit 5: Introduction to Structured Query Language (1)	Chapter 6 & Lecture Notes	Software Tool: Oracle Application Express Tutorial	
7 July 10- July 16	Unit 6: Introduction to Structured Query Language (2)	Chapter 6 & Lecture Notes	Practice Session 2: Relational Model and Basic SQL	Assignment 2 July 16, 11:59 pm
8 July 17- July 23	EXAM 2 (Available between July 19, 2017 and July 22, 2017)	Chapters 4, 6 & Lecture Notes for Units 4, 5, 6 & Practice Session 2		
9 July 24- July 30	Unit 7: Advanced Structured Query Language (1)	Chapter 7 & Lecture Notes		
10 July 31- August 6	Unit 8: Advanced Structured Query Language (2)	Chapter 7 & Lecture Notes	Practice Session 3: Advanced SQL	Assignment 3 August 6 11:59 pm
11 August 7- August 12	FINAL (Available between August 9, 2017 and August 11, 2017)	Chapter 7 & Lecture Notes for Units 7, 8 & Practice Session 3		

Exams and Proctored Exams Procedure
There will be 3 paper-based exams (2 midterms and 1 final) and these exams are not cumulative. Each exam will be closed notes and closed book. The questions on the exams will be taken from the assigned readings of texts, class lectures and assignments. Exams may consist of short essay, short answer, problem solving, true/false, and multiple-choice questions. No makeup exams will be offered, so plan ahead for the exam dates. The exam dates are listed on the course schedule (please refer to the course calendar for exam availability periods).

This course requires three proctored examinations. Local students can now take their exams on campus at the UTD Student Success Center - Testing Center (no fee charge) during the testing windows – please see the syllabus for dates. Please see the UTD Student Success Center - Testing Center Website for more information and check the hours of operation and testing center policies.

Please be sure to view and follow the **Test Center Student Guidelines** found on the Testing Center main web page. Students are required to make an appointment using the **RESERVE-A-SEAT** application to take the exam during the required exam test window as specified. The UTD Testing Center is located at the McDermott Library basement. When you arrive to take your exam, you will sign in with your Comet Card (or a photo ID & UTD ID number if you do not have a Comet Card).

Students who find UTD geographically inconvenient may use a testing service of their choice at a convenient location to have the exam proctored. All exams must be completed within this required exam time windows as posted on the syllabus. All students must inform the instructor of their outside testing location. A proctored exam application must be completed three weeks prior to each exam. Please go to the Proctored Exam Information page to check out Procedures for Arranging an Individual Proctored Exam and to access and complete the Online Proctored Exam application. Please note students are responsible for any fee charge of their testing services. All completed exams must be received the day after the testing window ends to allow timely grade reporting to the UTD Registrar. The UTD Testing Center requests all students strictly follow the proctored exam scheduling deadlines. If any student needs special accommodations, please seek the instructor's approval in advance. If you have any questions about using either UTD or outside testing center service, please email TestingCenter@utdallas.edu.

Group Assignments
There will be 4 (0-3) assignments. Assignment 0 description is given below. The rest of the assignments (1-3) will be posted on the course website. Each assignment must be submitted before it is due (please refer to the course calendar for due dates). Late submission of assignments will be penalized by the reduction of the grade by **25%** for each late day. A penalty of **25% of the assignment value per day** (including weekends) is assessed on late assignments beginning on the day due.

Students are required to do the assignments in groups of 5 or less. Assignments are very involved and will demand time, so it is my recommendation that you work in groups. However, inter-group collaboration is **NOT** allowed and will be penalized according to the academic honesty guidelines of the University of Texas at Dallas. Solely the group members should do the work submitted by each group. It is your responsibility to familiarize yourselves with the academic honesty guidelines of the University of Texas at Dallas.

Each group needs to submit only one (soft) copy of the assignment (except assignment 0) through the eLearning course site. However, you should provide (i) the group number and (ii) the names of all group members on the material turned in. You will **NOT** be able to add a new group member once an assignment is turned in.

Forming your Group (Assignment 0)
Form your group as soon as you reasonably can. Only one member from each group should send an email to the TA. The name and email address of the TA will be announced later. The e-mail subject line should write "MIS 6320 Summer 2017 Assignment 0" and the email body should list the names and emails of all the members of the group, including the email sender.

Grading Policy
Grades will be calculated according to the following weights (tentative, subject to change). Students can check their grades by clicking "My Grades" under Course Tools after the grade for each assessment task is released.

	Individual Weight	Total Weight
Assignment 0	1 %	1 %
Assignments 1-3	8 %	24 %
Exams	25 %	75 %
Total		**100 %**

Based on the total weighted score you accumulate throughout the semester (i.e., your semester average), letter grades will be assigned as follows (subject to change):

Semester Average	Letter Grade
92-100	A
88-92	A-
84-88	B+
80-84	B
76-80	B-
72-76	C+
68-72	C
0-68	F

Course Policies

Make-up exams
No makeup exams will be offered, so plan ahead for the exam dates. The exam dates are listed on the course schedule (please refer to the course calendar for exam availability periods).

Extra Credit
There will not be any opportunity to earn extra credit.

Late Work
Late submission of assignments will be penalized by the reduction of the grade by **25%** for each late day. A penalty of **25% of the assignment value per day** (including weekends) is assessed on late assignments beginning on the day due.

Student Conduct and Discipline
The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations, which govern student conduct and activities. General information on student conduct and discipline is contained in the UTD publication, *A to Z Guide*, which is provided to all registered students each academic year.

The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the *Rules and Regulations, Board of Regents, The University of Texas System, Part 1, Chapter VI, Section 3*, and in Title V, Rules on Student Services and Activities of the university's *Handbook of Operating Procedures*. Copies of these rules and regulations are available to students in the

Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391).

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating the standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.

Withdrawal from Class
The administration of this institution has set deadlines for withdrawal of any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, I cannot drop or withdraw any student. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

Incomplete Grade
As per university policy, incomplete grades will be granted only for work unavoidably missed at the semester's end and only if 70% of the course work has been completed. An incomplete grade must be resolved within eight (8) weeks from the first day of the subsequent long semester. If the required work to complete the course and to remove the incomplete grade is not submitted by the specified deadline, the incomplete grade is changed automatically to a grade of F.

Disability Services
The goal of Disability Services is to provide students with disabilities educational opportunities equal to those of their non-disabled peers. Disability Services is located in room 1.610 in the Student Union. Office hours are Monday and Thursday, 8:30 a.m. to 6:30 p.m.; Tuesday and Wednesday, 8:30 a.m. to 7:30 p.m.; and Friday, 8:30 a.m. to 5:30 p.m.

The contact information for the Office of Disability Services is:
The University of Texas at Dallas, SU 22
PO Box 830688, Richardson, Texas 75083-0688, (972) 883-2098 (voice or TTY)

Essentially, the law requires that colleges and universities make those reasonable adjustments necessary to eliminate discrimination on the basis of disability. For example, it may be necessary to remove classroom prohibitions against tape recorders or animals (in the case of dog guides) for students who are blind. Occasionally an assignment requirement may be substituted (for example, a research paper versus an oral presentation for a student who is hearing impaired). Classes enrolled students with mobility impairments may have to be rescheduled in accessible facilities. The college or university may need to provide special services such as registration, note-taking, or mobility assistance.

It is the student's responsibility to notify his or her professors of the need for such an accommodation. Disability Services provides students with letters to present to faculty members to verify that the student has a disability and needs accommodations. Individuals requiring special accommodation should contact the professor after class or during office hours.

Comet Creed

This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:

"As a Comet, I pledge honesty, integrity, and service in all that I do."

UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University's policies and procedures segment of the course syllabus.

Please go to http://go.utdallas.edu/syllabus-policies for these policies.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.